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2002 SEP -5 @ 3:47

Antoinette Kitchen
Federal Election Commission
999 E Street, NW
Washington, DC 20463

September 4, 2002

Reference: Amended February Monthly Report (1/1/2002-1/31/2002), and Amended April Monthly Report (3/1/02-3/31/02), both received 6/1/02

Dear Ms. Kitchen,

In response to your letter of August 21, we are following best efforts in accordance with regulations promulgated by the Commission. We are using a standard disclaimer on all political action committee solicitations which state:

Contributions or gifts to HRC-PAC are not tax deductible as charitable contributions or as business expenses under IRC § 162(e). Federal law requires political committees to report the name, mailing address, occupation and name of employer for each individual whose contributions exceed \$200 in a calendar year.

Also please find enclosed an example of both a recent original solicitation and the standard "follow-up" letters sent to HRC PAC contributors who fail to provide the requested information. These letters are sent out on a monthly basis by a sub-contractor. We have recently been reassured by our subcontractor that no more than 2 month passes between receipt of the contribution and delivery of the follow-up letter. Additionally, these letters are sent out repeatedly, every month, until an adequate response is received.

Contributor information we receive in response to our solicitations and follow-up letters is put into our database. We are currently reviewing our procedures to ensure that this information is consistently reported with the next regularly scheduled report as specified under section 104.7 of the regulations. We will continue to file amended Schedules A with our monthly reports when we receive contributor information related to reports that cover this two-year election cycle.

I believe this addresses the issues in question. If you have any further questions, please feel free to contact our Deputy PAC Director, Mike Mings at (202) 216-1545 or mike.mings@hrc.org.

Sincerely,
Elizabeth Birch
Executive Director, Human Rights Campaign
Treasurer, Human Rights Campaign PAC